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STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

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PUBLIC MEETING MINUTES:	BOARD OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, March 8, 2016 at 1:00 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	May 10, 2016

MEMBERS PRESENT

Ray Quillen, Vice-President
Jane Kettermann, Secretary
Cecilia Jones
Timothy Bane
Jenifer Vaughn
Gwendolyn Benton

MEMBERS ABSENT

Michael Salitsky, President
Sandra Dole
Eleanor Allione

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Witte, Administrative Specialist II
Kevin Maloney, Deputy Attorney General

OTHERS PRESENT

David Elmer

CALL TO ORDER

Mr. Quillen called the meeting to order at 1:04 p.m.

REVIEW OF MINUTES

A motion was made by Ms. Jones, seconded by Ms. Benton, to approve the minutes from the January 12, 2016 meeting as amended. The motion was unanimously carried.

UNFINISHED BUSINESS

Rules and Regulations Public Hearing – 1:00 p.m.

Mr. Maloney stated that this was a public hearing for the proposed amendments to the Boards rules and regulations. The Board members were introduced. Mr. Maloney enter as Board Exhibits 1 and 2 the affidavits of publication for the News Journal and the Delaware State News. Ms. Witte testified that there have been no public comments received. Mr. Maloney stated that the period for public comment will remain open for another 15 days and the Board will deliberate on those comments at their May meeting. Mr. Maloney stated that this concludes the public hearing.

Signing of Consent Agreement – John Byrd, #H1-0000902, case #29-02-15

Due to an administrative error, the Board signed the consent agreement for John Byrd.

NEW BUSINESS

Review of Administrator-In-Training Applications

After review, a motion was made by Ms. Ketterman, seconded by Mr. Bane to approve Leslie Jaffey for a 9 month AIT program contingent upon receipt of letters requesting approval for a preceptor at both a Skilled Nursing Facility and Assisted Living and an updated outline reflecting 36 weeks (9 months). The motion was unanimously carried.

After review, a motion was made by Ms. Ketterman, seconded by Ms. Benton, to approve Paul Taylor for a 6 month AIT program. The motion was unanimously carried.

Review of Continuing Education Activities

After review, a motion was made by Ms. Ketterman, seconded by Mr. Bane, to approve the continuing education activities as follows:

Seasons Hospice

-Patient Care for Brain Injuries & Hospice, 2.5 hours

Health Care Association of New Jersey (HCANJ)

-HCANJ 44th Annual 20-Hour Symposium, 20 hours

The Mary Campbell Center

-Team Building: Leading Forward Together, 1 hour

The motion was unanimously carried.

Review of AIT Progress Reports

After review, a motion was made by Ms. Ketterman, seconded by Ms. Benton, to approve the progress report for Timothy Yoder. The motion was unanimously carried.

After review, a motion was made by Mr. Quillen, seconded by Ms. Ketterman, to table the review of the AIT progress report for Bruce Martins until the next scheduled board meeting. The motion was unanimously carried.

Ratification of Reciprocity Applications

A motion was made by Mr. Quillen, seconded by Mr. Bane, to approve the ratification of the Nursing Home Administrator application of Karen Thomas. The motion was unanimously carried.

Ratification of Applications

A motion was made by Mr. Bane, seconded by Ms. Benton, to approve the ratification of the Nursing Home Administrator applications of Tina Larose and Yingying Ingles. The motion was unanimously carried.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

Ms. Ketterman stated that she would like to see an updated spreadsheet of the current approved AIT's.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be May 10, 2016 at 1:30 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Mr. Quillen, seconded by Mr. Bane, to adjourn the meeting at 2:37 p.m. The motion unanimously carried.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II